

Vendor Questions

1. Could you please elaborate on the selection process for services such as implementation or staff backfill (if needed)? - That will be a separate process that will occur post software anticipated selection. A separate implementation RFP will be issued based on the software to solicit implementation partner support.
2. Do you have employees located in other countries (e.g., Canada or Mexico)? – Not at this time
3. In another RFP Vendor Call Minutes (from RFP 23-04-SSP) there was notation that Moffitt was looking for an IAM solution for 15,000 but the ERP document calls out 10,000. Can you please clarify? - The IAM solution included all individuals that have access through the organization including the current ~8,400 employees. Given the new hospital we anticipate our employee count to jump to ~10,000 in the next years. There are a number of NON Employed individuals within the organization that make up the difference in those numbers.
4. Approx # of document images needed annually? 270,000
5. Nurse Information:
 - a. # nurses – approx. 1200 (as of Feb 2023)
 - b. avg nurse turnover rate – 13.5% (Feb 2023)
 - c. expected nurse growth rate – 10%
 - d. avg # travel nurses – avg 45 (for the last 12 months)
6. Can we change the order of the scenarios per functional area, or must we demo/present in the exact order as listed in the document's "Signature Scenarios"? There is a separate PPT that has been published that will suggest the order of the presentation/demo.
7. Are we required to present Payroll as part of Finance, or can it be presented as part of HR? Payroll is part of the Finance team within Moffitt. Payroll and Workforce management would be presented in conjunction with each other.

8. Is there a requirement for Lease Accounting? Govt, Risk & Compliance? (as part of Finance)

Moffitt would benefit in awareness from presented solutions if available.

9. Is there a need for a Treasury Management Solution?

Moffitt would benefit in awareness from presented solutions if available.

10. When we will know the time allotment for each scenario as well as other breakout sessions (executive, technical, etc.)? Those are presented in the Signature scenario PPT released 4/13.

11. How do we secure a demo date and receive agenda for the 2 days? (concurrent sessions/parallel sessions or will they run back to back /one after another) Each 2 day session will have multiple rooms available for presentation. Schedule/opportunities will be discussed with each vendor once the short list has been determined. After RFP submission on the 18th.

12. Is there a need for a Treasury Management Solution?

Moffitt would benefit in awareness from presented solutions if available.

13. We will be pricing out a component of our solution that specifically for legal requests. As such, we would like to know the number of folks at Moffitt who are engaged in fulfilling legal requests. Specifically:

- Any user with the ability to fulfill requests, requisitions, or cases on behalf of an employee or a supplier, OR manage suppliers

Today Moffitt team members all have the ability to submit legal requests. I would think additional definition is needed to support an accurate count – I would anticipate that majority of Moffitt team members interact with legal documentation. We have 450 managers and above that typically participate in these activities.

14. The RFP states that Moffit Cancer Center has 10K ee. Can I get your teams help putting your 10K employees into one of these buckets so we can provide accurate pricing.

- **Standard Worker Full Time** - “Standard Worker Full-Time” is an employee of Customer with a planned annualized work time of at least 1200 hours. For Healthcare, the following job types (and those substantially similar to such types) will fall into this definition: Executives, Managers, Supervisors, Staff roles, Administrative Staff) - 6800 (beginning of April 2023)

- **Standard Workday Part Time** - “Standard Worker Part-Time” is an employee of Customer with a planned annualized work time of less than 1200 hours. For Healthcare, the following job types (and those substantially similar to such types) will fall into this definition: Executives, Managers, Supervisors, Staff roles, Administrative Staff) - [1000 \(begin April 2023\)](#)
- **Labor/Services Worker Full Time** – “Labor or Service Worker (Full Time)” is an employee of Customer with a planned annualized work time of at least 1200 hours, and who performs work that is non-managerial, non-administrative, structured and routine in nature. The worker performs the work at a specific site or in a specific setting. For Healthcare, the following job types (and those substantially similar to such types) will fall into this definition: physicians, nurses, pharmacy, therapists, lab/equipment techs, coordinators, case workers, food services, facilities management. - [600 \(begin April 2023\)](#)
- **Labor/Services Worker Part Time** – “Labor or Service Worker (Full Time)” is an employee of Customer with a planned annualized work time of less than 1200 hours, and who performs work that is non-managerial, non-administrative, structured and routine in nature. The worker performs the work at a specific site or in a specific setting. For Healthcare, the following job types (and those substantially similar to such types) will fall into this definition: physicians, nurses, pharmacy, therapists, lab/equipment techs, coordinators, case workers, food services, facilities management. - [50 \(begin April 2023\)](#)
- **Contingent Worker** - “**Contingent Worker**” is a non-employee independent contractor or worker either directly engaged by Customer or employed through another entity. - [to this point we have not provided ERP licenses to non-employees, but the count is approximately 3000.](#)

15.

SECTION	QUESTION	ANSWER
4.3 Key RFP Dates	It is mentioned that the demo script would be provided to vendors on 04/04/2023. When is that anticipated to be released?	Those were released 4/13/23
4.3 Key RFP Dates	When will demo dates be determined?	Options include 4/26 and 4/27 5/2 and 5/3 5/9 and 5/10 5/23 and 5/24 We will hold preference to these dates but will work through scheduling with each vendor for 2 day time slots.
Appendix 5 – Human Resource Processes	Can Moffitt please provide further clarification around the “Status	It should have read “Status changes are manual with room

	changes for manual w/ for error” requirement under Administration? What exactly is Moffitt seeking with this requirement?	for error.” Please provide examples of how status changes (or position, pay, etc) are completed and any downstream processes.
Appendix 5 – Human Resource Processes	Can Moffitt please provide further clarification around the “Med Clinic requires integration to employee health” requirement under Team Member Clinic? What exactly is Moffitt seeking with this requirement?	Currently our Medical clinic has a separate software from the Occupational Health clinic. While their roles are different, they do overlap, and disparate software have caused manual work.
Appendix 5 – Human Resource Processes	Can Moffitt please provide further clarification around the “System supports both TM & V without need for ancillary personnel to create additional updates” requirement under Miscellaneous? What exactly is Moffitt seeking with this requirement?	For Learning, can different audiences be set up based on department, position types, etc? Our OD team would like to understand this and how it works.
Appendix 5 – Human Resource Processes	Can Moffitt please provide further clarification around the “Effective team member network” requirement under Core Processes? What exactly is Moffitt seeking with this requirement?	Team Member Engagement Network are those groups established within Moffitt that are social groups. Diversity interest groups, generation based, skill sets, interest based groups that team members can subscribe to participate in.
Appendix 5 – Human Resources Processes	Is replacement of Kronos being considered?	Yes.
5.2 Response Format	Section 3 is requesting answers to Section 6 Requirements for General Information. It appears that Section 6 in the portal is the Supplier Diversity Utilization and Subcontracting Plan. Is this supposed to be section 7 that requests company name, company address, representative name, etc.?	Yes – this should be your company information and contact information.

5.2 Response Format	Under 5.2 response format, section 6 requests implementation partners, and states that another RFP will be sent out for implementation support. What if a vendor does not use implementation partners?	If the vendor does not utilize implementation partners – please indicate in that section that no partners are available as vendor does their own implementation.
5.3 Review Criteria	5.3 Review Criteria states – “The proposed solution satisfies the requirements listed in Section 6, Solution Requirements. Fulfillment of this criterion will be determined by the evaluation team of the vendor’s responses to the requirements, functional explanation, and feature availability.” Section 6 in the portal is supplier diversity. Please confirm that this is referring to completing Appendix 2 – 5 in the portal.	Yes there were some numbers that separated when submitted. Please fill out appendix 2-5

16. Can you share any overarching strategy/ Transformation goals you have for this major project besides what’s listed in the RFP – This is very broad question. As it pertains to the RFP the relevant information is included in the provided documentation.
17. Do you have specific dashboards or executive reporting examples you would like to see during our demonstration. - samples of anything that comes out of the box, and how to configure ad hoc reports.
18. Do you have a general GL format/ structure that you can share so we can show your team what it would look like in our system. – Upon short list – a conversation with our finance team can be established to discuss this as an opportunity for all vendors.
19. What major challenges are you facing post covid? Employee retention and attracting nurses and physicians? - yes, in addition we will continue to expand our physical footprint and need to be able to grow in large “spurts” for many positions (patient care, support, and service). We also need to be able to address out of state (perhaps even global) work from a tax and payroll perspective going forward.